



WESTPORT<sup>SM</sup>



## Doing Business with the Town of Westport

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March 9, 2021

# About Westport, CT

- Approximately 27,000 residents
- Approximately 325 town employees
- Town operating budget of approximately \$77M
- Parks and Recreation and Public Works Departments present the most opportunities for vendors

# Why do Business with Westport

- Small municipality with minimal bureaucracy
- Accessible and responsive staff
  - Purchasing Officer
  - Finance Department
  - Department Heads
- Good vendor relationships
- Good track-record of paying vendors quickly

How to  
Navigate  
Westport's  
Website & Find  
Open Bids



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Residents

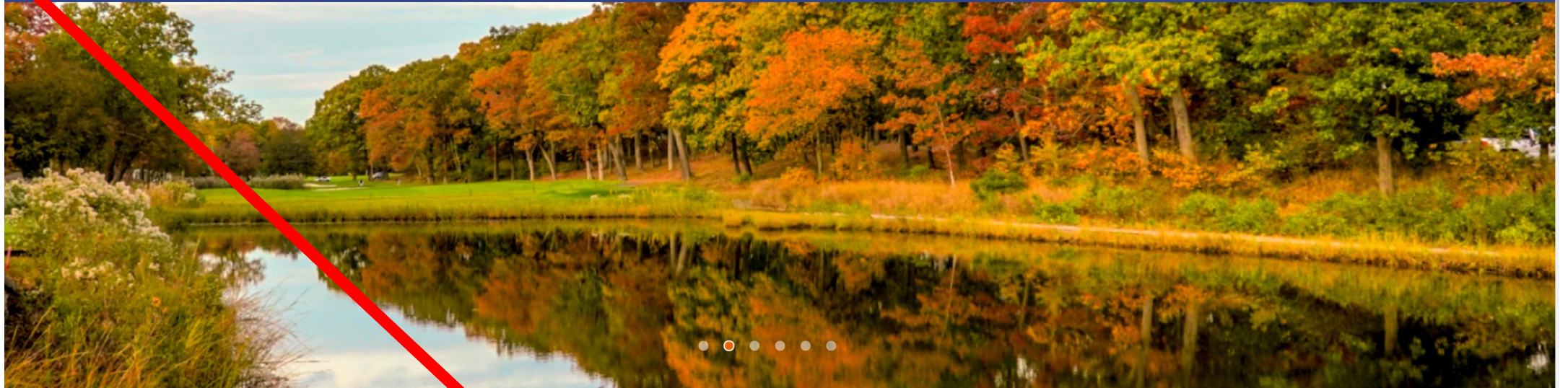
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## Popular Services



Jobs



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Open Bids

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Please see links at the bottom of the page to sign up for addenda and notifications, and to see bid results.

BID/RFP NUMBER AND PAGE OR DOWNLOAD LINKS	BID DESCRIPTION AND BRIEF NOTES	BID/RFP DUE BY
<a href="#">RFP 21-015T</a>	Engineering Services for Sewer Extensions	Thursday March 18, 2021 11:00AM
<a href="#">Bid 21-017T</a>	Jesup Green Seawall Repairs	Thursday March 18, 2021 11:00AM
<a href="#">Bid 21-013T</a>	Sanitary Sewer Contract	Thursday March 25, 2021 11:00AM
<a href="#">Bid 21-018T</a>	Custodial Services Parks & Recreation Facilities	Thursday April 1, 2021 11:00AM

INSTRUCTIONS FOR BID DELIVERY

Due to the fact that Westport Town Hall is currently closed to the public all bids can be delivered in the following manner:

1) UPS or Fed-ex the bid package prior to the time and date specified.

2) Send via USPS but please allow time to ensure you meet the deadline requirement.

3) Hand deliver to Town Hall and placed in the drop box located at the left rear entrance, or drop off with the receptionist in the front lobby of Town Hall.

All bids will be quarantined for 1 day as per our safety guidelines. Bids will be opened the next business day via a ZOOM meeting. Interested parties may apply for the ZOOM meeting access by emailing Rich Kotchko at [rkotchko@westportct.gov](mailto:rkotchko@westportct.gov).

You must  
register to  
download bids  
& get updates



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## RFP 21-015T Engineering Services for Sewer Extensions

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1. Zip

2. Address

3. City

4. Company Name

5. Phone Number

 ext 

6. Name:

7. State

8. Address 2

9. Email Address. This field is required and will be used for future communications. \*

☐ I'm not a robot



SUBMIT

Register for bid updates



# How to do Business with Westport

- Respond to bids – projects that are \$25,000 or more
- Introduce yourself to Procurement Officer - for projects \$25,000 or less
- Meet the insurance requirements
- Occasional project walk-through

# Open and Upcoming Westport Bids

- Engineering services for sewer extensions (3/18)
- Seawall repairs (3/18)
- Sanitary sewer (3/25)
- Custodial services in our parks (4/1)
- Landscaping for parks, building & cemeteries (coming soon)

# Who to Contact

- Rich Kotchko, Procurement Officer
  - [Rkotchko@westportct.gov](mailto:Rkotchko@westportct.gov)
  - 203-341-1047
- Sara Harris, Operations Director
  - [Sharris@westportct.gov](mailto:Sharris@westportct.gov)
  - 203-341-1194



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